

ARLINGTON PUBLIC SCHOOLS

In accordance with the provisions of the Massachusetts General laws, Chapter 30A, Section 20, notice is hereby given for the following meeting of the:

***Arlington School Committee
Standing Subcommittee: Budget
Wednesday, October 10, 2018
8:30 AM***

*Arlington High School
School Committee Room
869 Mass Avenue, 6th Floor
Arlington, MA 02476*

Open Meeting

Public Participation

Approval of draft minutes: June 19, 2018

Review of revolving fund balances and spending

FY 2019 update

Budget process for FY 2020 (including revised format and coordination with multi-year plan development)

Funding outlook for FY 2020

School level spending reports

- *DESE report*

Enrollment projections and vendors

Adjournment

The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Stated times and time amounts, listed in parenthesis, are the estimated amount of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.

Submitted by Len Kardon, Budget Chair



Town of Arlington, Massachusetts

Meeting Location

Summary:

Arlington High School
School Committee Room
869 Mass Avenue, 6th Floor
Arlington, MA 02476



Town of Arlington, Massachusetts

Open Meeting



Town of Arlington, Massachusetts

Public Participation



Town of Arlington, Massachusetts

Approval of draft minutes: June 19, 2018

ATTACHMENTS:

Type	File Name	Description
▢ Minutes	Budget_subcommittee_minutes_June_19_(1).docx	Budget Subcommittee 07 19 2018

Approved _____, 2018

Budget subcommittee meeting

Tuesday, June 19, 2018

Present

Subcommittee Members: Len Kardon, Jane Morgan, Jennifer Susse

District Leadership: Kathleen Bodie, Ed.D. (Superintendent), John Danizio (Chief Financial Officer), Elizabeth Montes (School Accountant)

The meeting was called to order at 8:35 a.m.

1. There was no public participation.
2. FY2018 update – need for budget transfer approval – Mr. Danizio said he had not completed the calculations yet but would present them to a future School Committee meeting
3. FY2019 discussion –
 - John presented the updated budget transfer summary with additional funds from Chapter 70 (\$242K) and Circuit Breaker (. The \$242K in priority A stays as presented previously. He revised list for remainder of funds: additional K section, 2 K TAs, AHS 0.4.
 - Ms. Morgan asked about large class size TAs. Dr. Bodie discussed the annual reset process for TAs and how they get reassigned at end of year. She anticipates the current 3 large class size TA positions will continue but will be allocated at end of the summer based on need.
 - There was a general discussion of music program staffing at Ottoson and Gibbs due to some concerns raised by parents about planned staffing at Ottoson. Dr. Bodie and Mr. Danizio explained that Ottoson now had 3.2 FTE and we would be going to 2.0 FTE at Ottoson next year plus 1.2 FTE Gibbs, (1.7 for general music at Ottoson, which requires one of the teachers to pick up sections at another school). The number of music sections at Ottoson were reduced due to some students enrolling in Computer Science. Subcommittee members suggested this could be better communicated to concerned parents.
 - John outlined contract settlement costs: AEA \$100K, AAA \$70-80K, plus others will eat into full \$222K additional circuit breaker amount
4. Five year financial plan – Dr. Bodie said there had been an initial conversation with admin team last Friday. The Admin retreat next week will spend some time on refining priorities. On July 31st the will present to a joint meeting of the CIAA and Budget subcommittees on priorities and subpoints.
5. Revolving funds – Mr. Danizio noted that the Administration will target spending for one-time items over this FY and next. Items to include: K materials for additional classes, furniture needs, AEDs, Gibbs library, FOSS kits, minor construction updates, additional class materials at high school, rest of funds to Dr. MacNeal's list of curriculum materials. Will report in the fall on what was spent. For Community Education budget planning, they will be adding in building rent,

figuring out correct retained earnings number and will present in the fall. Subcommittee members noted that it was a long term question on what should be maintained in revolving funds overall.

Motion to adjourn made by Ms. Morgan, seconded by Ms. Susse, 3-0

Adjourned a 9:50 a.m.

DRAFT



Town of Arlington, Massachusetts

Review of revolving fund balances and spending

ATTACHMENTS:

	Type	File Name	Description
▢	Budget Document	SC_-_Revolving_Fund_Balance_(1).pdf	Rev Fund Balances

TOWN OF ARLINGTON
HISTORICAL ACTUALS COMPARISON REPORT - REVOLVING FUNDS
FISCAL 2013 - 2019

	*as of 9/30/18	
	FISCAL YEAR	FISCAL YEAR
	2018	2019
1330 COMMUNITY EDUCATION		
BEGINNING BALANCE	\$ 1,080,901.85	\$ 1,436,071.17
TOTAL REVENUES	1,436,932.33	316,833.17
TOTAL EXPENSES	-1,081,763.01	-335,906.49
ONE TIME EXPENSE	0.00	-97,047.68
ENDING BALANCE	1,436,071.17	1,319,950.17
1512 AFTER SCHOOL PROGRAM		
BEGINNING BALANCE	372,426.71	505,459.44
TOTAL REVENUES	1,552,699.38	206,004.40
TOTAL EXPENSES	-1,419,666.65	-324,714.61
ONE TIME EXPENSE	0.00	0.00
ENDING BALANCE	505,459.44	386,749.23
1520 BLDG RENTAL USER FEES		
BEGINNING BALANCE	348,601.89	402,870.99
TOTAL REVENUES	467,513.38	41,158.05
TOTAL EXPENSES	-413,244.28	-26,437.79
ONE TIME EXPENSE	0.00	-94,616.05
ENDING BALANCE	402,870.99	322,975.20

TOWN OF ARLINGTON**HISTORICAL ACTUALS COMPARISON REPORT - REVOLVING FUNDS****FISCAL 2013 - 2019**

	FISCAL YEAR	*as of 9/30/18 FISCAL YEAR
	2018	2019
1840 FOREIGN EXCHANGE		
BEGINNING BALANCE	996,580.97	1,018,467.01
TOTAL REVENUES	407,820.00	48,852.00
TOTAL EXPENSES	-385,933.96	-43,665.95
ONE TIME EXPENSE	0.00	-102,469.61
ENDING BALANCE	1,018,467.01	921,183.45
GRAND TOTAL	\$ 3,362,868.61	\$ 2,950,858.05



Town of Arlington, Massachusetts

FY 2019 update

ATTACHMENTS:

	Type	File Name	Description
▢	Budget Document	Budget_Subcommittee_Report_Oct_2018.pdf	Budget Finance Report FY 19 Update



*Arlington Public Schools
869 Massachusetts Avenue
Arlington, Massachusetts 02476
Telephone 781-316-3511*

*John Danizio
Chief Financial Officer*

To: Budget Sub-Committee
From: John Danizio, CFO
Re: Finance Report
Date: October 10, 2018

Revolving Account Balances and Spending

Attached you will find a report containing the year balances for certain revolving accounts. The accounts outlined on the report are those that we identified to use for some one time purchases at a budget subcommittee last spring. This report also includes current balances as of 9/30/2018. In addition the report separates spending between this years regular spending and the one time purchases planned last year.

FY19 Update

At our next School Committee meeting we will ask for a budget transfer to reset our accounts based on the moves, adds, and changes since the budget was approved in the spring. Although there were some small variances in actual grant amounts from what was in the budget plan, the biggest adjustments on the revenue side of the budget are a significant decrease in the Title 1 grant, and an increase the Circuit Breaker reimbursement. The net of all these changes is expected to decrease the budget by just under \$25k. We are still working to finalize hiring and adjustments, but we expect to have a plan for a balanced budget in place for the next School Committee meeting.

Budget Process FY2020

Administration plans to have an update in the multi year planning asks for the meeting on October 17th.

Funding Outlook FY2020

On September 28th the Long Range Planning Committee held their first meeting of the fiscal year. Attached is a copy of two preliminary slides of our draft FY2020 revenue estimates. At that meeting the latest version of the five year plan was shared with the committee and reviewed. The FY2020 Town Appropriation for the School Department is currently estimated at \$70,366,769, which is an increase of \$4,113,747 or 6.21% over the FY19 Town Appropriation. We are also estimating that the Grants/Revolving Accounts will grow by \$270,007. This is made up entirely from the increase in Circuit Breaker reimbursements from FY18 to FY19. As you will

see on the attachment we estimate the contractual and salary adjustments to cost \$2,555,000, and the other fixed costs to cost \$575,000. This would leave a balance of just over \$1.2m to cover all other needs including enrollment growth.

School Level Spending Reports

One of the requirements of the Every Student Succeeds Act (ESSA) are new school level allocation and expenditure reports. These reports are expected to be available to the public in January 2019. Our understanding is that we will be able to view the reports this fall. Attached is the one page summary of the new requirements from this regulation.

Enrollment Projections

Attached you will find several enrollment reports. The first is the latest monthly class size report that you are used to seeing at School Committee meetings. This report is as of October 1, 2018. The second report is the initial draft of our internal enrollment projection. This report will continue to change as we get closer to DESE certifying our October 1, 2018 enrollment submission. This usually happens in mid november.



Town of Arlington, Massachusetts

Budget process for FY 2020 (including revised format and coordination with multi-year plan development)



Town of Arlington, Massachusetts

Funding outlook for FY 2020

ATTACHMENTS:

	Type	File Name	Description
▢	Budget Document	FY20_Revenue_Projections.pdf	FY 20 Rev Projections

FY20 Budget Prep DRAFT ONLY

Town Appropriation FY19	\$66,253,022
Town Appropriation FY20	<u>\$70,366,769</u>
Potential Budget Increase FY20	\$ 4,113,747
Grant/Revolving FY19	\$ 6,050,097
Grant/Revolving FY20	<u>\$ 6,320,104</u>
Potential Budget Increase FY20	\$ 270,007
Total Potential Increase FY20	\$ 4,383,754

FY20 Budget Breakdown DRAFT ONLY

Budget Increase from FY19	\$4,383,754
Contractual/Salary Increases	(\$2,555,000)
<ul style="list-style-type: none">Includes AWA, Step, Longevity, & Column moves	
Fixed and Mandates Costs	(\$ 575,000)
<ul style="list-style-type: none">Includes SE OOD, Transportation, and SE Services	
Remaining Available Budget	\$1,253,754
<ul style="list-style-type: none">To cover enrollment growth, and all other increases	



Town of Arlington, Massachusetts

School level spending reports

Summary:

- DESE report

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	ESSA_Summary.pdf	ESSA Summary

Every Student Succeeds Act – Summary

Introduction

The ESSA plan advances the Commonwealth's vision of increasing equity and excellence for all students in Massachusetts, particularly disadvantaged and high need students. Massachusetts' strategies align closely to ESSA's priority areas: academic standards that help students become ready for post-secondary education and employment; world-class academic assessments that enable educators to identify and provide support for schools and districts; ensuring effective educators; and supporting all aspects of our students' lives.

What's New and Different

Our ESSA plan is designed to strengthen the **quality and breadth of the instructional program** our students experience, especially for English language learners, students receiving special education services, and students from economically disadvantaged backgrounds. This focus includes special attention to:

- Enhancing literacy skills in the elementary grades
- Enhancing mathematics skills in the middle grades
- Providing multiple high quality pathways to educational and career opportunities after secondary school

Our ESSA plan explicitly ties our recently revised world-class academic standards in English language arts, mathematics, and science to the **Next-Generation MCAS**, our new assessment system that will provide educators, students, families, and the public with the information they need to measure progress in these areas and make sound decisions about both policy and practice.

Our ESSA plan emphasizes the importance of **social and emotional learning, health, and safety**. The state will provide training, technical assistance, resources, and guidance to schools and districts as they ensure positive and healthy school environments.

Our ESSA plan highlights the value and importance of **student access to an ambitious, engaging, well-rounded curriculum**. We recently updated the state's frameworks in science and technology/engineering and in digital literacy and computer science; completed a review and revision of the English language arts and literacy and mathematics curriculum frameworks; and are in the middle of a review and revision of the state's **history and social sciences curriculum frameworks**. As a result of the feedback we received during our public consultation process for our ESSA plan, we are proposing to begin a review and potential revision of the state's curriculum framework for the **arts**, which was last updated in 1999.

Our ESSA plan makes **changes to the school and district accountability system**. Student achievement, growth, and high school completion data, with an emphasis on closing gaps for historically low-performing subgroups, remain the foundations of our accountability system as specified in the law. However, in an effort to expand the measures included in the system to create a more comprehensive picture of student opportunity and outcomes, we will make the following notable additions:

- Include chronic absenteeism (definition: absent for 10% of days in membership) as an indicator of student engagement
- Include successful completion of ninth grade courses
- Include successful completion of a broad and challenging curriculum, including advanced coursework

As a supplement to the accountability system, ESE will develop **parent-friendly school and district report cards** with a wider range of information than our current report cards include, such as:

- Breadth of curriculum (e.g., access to courses beyond English language arts, mathematics, science, history and civics, such as the arts, physical education, computer science, and community service)
- School-level financial allocations and expenditures
- School climate information
- Enrollment in career and technical education and other pathways (e.g., early college)
- Percent of high school graduates achieving the competency determination without Educational Proficiency Plans
- Preparedness for post-secondary success, including access to advanced coursework
- Percent of third graders achieving proficiency in reading
- Percent of sixth graders achieving proficiency in mathematics
- Data related to pre-kindergarten experience/readiness for kindergarten



Town of Arlington, Massachusetts

Enrollment projections and vendors

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Enrollment_data_not_certified_yet_FY19_for_SubCommittee.pdf	Enrollment data not certified
▣ Reference Material	Class_Size_Oct_1__2018-2019_Oct_1_(3).pdf	Enrollment data not certified 10 1 2018

10 Year Enrollment History and Projected Enrollment 2020-2024 -by Grade Levels

Weighted Five Year Average

Year	Births 5-yrs prev	Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12	Tot	Incr/(Decr) from Prior yr.	% Change
2009-2010	558	64	457	451	411	423	387	366	365	373	343	320	295	323	272	4850	94	2.0%
2010-2011	545	60	450	442	435	399	427	367	349	350	365	306	325	296	311	4882	32	0.7%
2011-2012	537	47	434	455	421	426	390	412	355	335	348	308	304	342	299	4876	-6	-0.1%
2012-2013	496	57	453	472	446	420	429	395	379	337	337	322	313	309	354	5023	147	3.0%
2013-2014	558	60	477	478	483	464	434	429	357	393	328	299	320	321	314	5157	134	2.7%
2014-2015	517	65	516	488	466	483	456	433	401	348	376	319	309	324	342	5326	169	3.3%
2015-2016	563	60	487	520	481	459	478	462	414	389	345	352	331	293	339	5410	84	1.6%
2016-2017	545	71	552	490	507	481	465	478	428	420	398	343	367	325	327	5652	242	4.5%
2017-2018	597	86	523	556	487	508	500	475	448	426	416	366	336	353	342	5822	170	3.0%
2018-2019	616	88	588	521	556	492	509	491	466	452	428	372	354	344	376	6037	215	3.7%
5 Year Weighted Average Continuity Rate		1 (PK)	0.936 (K)	1.004 (K-1)	0.990 (1-2)	1.002 (2-3)	1.011 (3-4)	1.001 (4-5)	0.952 (5-6)	0.999 (6-7)	1.000 (7-8)	0.932 (8-9)	0.999 (9-10)	0.988 (10-11)	1.069 (11-12)			
Projected	573																	
2019-2020		88	536	591	516	557	498	510	467	466	452	399	372	350	368	6168	131	2.2%
2020-2021	584	88	547	539	585	517	563	498	485	467	465	421	399	367	374	6315	147	2.4%
2021-2022	592	88	554	549	533	586	523	564	474	485	467	434	421	394	393	6464	149	2.4%
2022-2023	559	88	523	557	544	534	592	523	537	474	485	435	433	416	421	6562	98	1.5%
2023-2024**	559	88	523	526	551	545	540	593	498	536	474	451	435	428	445	6633	71	1.1%

In Distrct Data NOT certified as of 10/10/18 - DRFAT ONLY

**Birth Numbers from Arlington Town Clerk, estimated for 2023-2024

Numbers include out of district Special Education placement students from report # 7 from Oct 1 certified enrollment data

In District, Preschool, and SLC data from report # 5 from Oct 1 certified enrollment data

ARLINGTON PUBLIC SCHOOLS 2018-2019 Class Sizes*

HIGH SCHOOL		MIDDLE SCHOOL		METCO	
Freshmen	364	Grade 6	463	High School	27
Sophomores	344	Grade 7	442	Middle School	21
Juniors	330	Grade 8	414	Elementary	30
Seniors	343				
Total	1,381	Total	1,319	Total	78

	SCHOOLS	Bishop	Brackett	Dallin	Hardy	Peirce	Stratton	Thompson	Total
5	Class #1	24	21	20	19	25	20	20	
	Class #2	24	19	21	22	24	21	19	
	Class #3	24	20	22	22		17	18	
	Class #4		18	23				18	
	subtotal	72	78	86	63	49	58	75	481
4	Class #1	23	21	20	24	22	20	21	
	Class #2	25	24	19	24	21	18	22	
	Class #3	24	22	20	22		22	21	
	Class #4		24	18				20	
	subtotal	72	91	77	70	43	60	84	497
3	Class #1	25	21	22	19	24	22	22	
	Class #2	25	21	23	18	21	20	24	
	Class #3	25	22	24	18		24	22	
	Class #4				19			20	
	subtotal	75	64	69	74	45	66	88	481
2	Class #1	25	21	22	21	21	23	24	
	Class #2	26	22	22	22	21	24	22	
	Class #3	26	23	23	22		23	23	
	Class #4		24	21	22			24	
	subtotal	77	90	88	87	42	70	93	547
1	Class #1	22	21	21	20	23	26	19	
	Class #2	23	21	20	21	23	24	19	
	Class #3	22	19	21	19	22	22	20	
	Class #4		17	10	19			20	
	subtotal	67	78	72	79	68	72	78	514
K	Class #1	23	25	24	20	21	19	23	
	Class #2	23	25	24	20	20	19	23	
	Class #3	23	25	24	21	20	17	21	
	Class #4	23	25	11	20		20	22	
	subtotal	92	100	83	81	61	75	89	581
SLC	Schoolwide		15	9			27		51
	TOTALS	455	501	475	454	308	401	507	3152
School		455	516	484	454	308	428	507	
District Totals									5,852

*accurate as of Oct 1, 2018

METCO students included in School counts. SLC students not included in grade level counts



Town of Arlington, Massachusetts

Adjournment



Town of Arlington, Massachusetts

Submitted by Len Kardon, Budget Chair